

Higher Level Therapy Support

Service: Hedley's Horizons
Responsible To: Lead Therapist and/or Head of Service
Salary: 12 - 17

Job Purpose

- To work collaboratively as part of an integrated therapy team with a positive, reliable, trustworthy and respectful approach.
- To support the delivery of therapy interventions to a delegated caseload of service users and students on a group or individual basis, under the direction from the therapy team.

Main Duties

- To assist the therapy team in their work with service users and students using a range of delegated therapy interventions and techniques, including participating in assessments.
- To carry out delegated therapy programmes and be responsible for monitoring progress and reporting back to the therapy team.
- To work with service users and students individually or in a group without the direct supervision or presence of a therapist.
- To ensure that any changes in therapy intervention are under the direction of the qualified therapy team.
- To communicate changes in the presentation of service users/students and/or therapy approaches which are not having the intended effect to the qualified therapist responsible for that service user or student.
- To encourage service users, students and their families and colleagues in an active approach to development and independence skills. This requires empathy, sensitivity, good interpersonal skills at an age appropriate level and behavioural management skills when required.
- To work collaboratively with the therapy team, other colleagues and families regarding the service user's/student's care, management and safeguarding as appropriate.
- To maintain comprehensive contemporaneous clinical records in line with professional and service standards under the direction of the therapy team. Records to be countersigned by the therapy team.
- To contribute and participate in training and service development activities including planning and delivery of in-service training to colleagues and families.

- To facilitate, develop and organise training for staff in specialist areas. (Where the individual has had appropriate training themselves)
- To provide observational sessions for therapy and other students and volunteers when on placement within the service.
- To monitor the use and condition of all equipment used as part of therapy programmes and report any defects to the therapy team.
- To keep equipment operating by following operating instructions, troubleshooting breakdowns, performing preventative maintenance and calling for servicing and repairs.
- To maintain supplied by inventorying stock, placing orders and verifying receipts.
- To be involved in the mealtime management and supervising of service users/students at break times.
- To carry out any other duties reasonably requested by the therapists and/or senior leadership team.
- To complete administrative tasks under direction from the therapy team.
- To manage own workload as delegated and directed by the therapy team, carrying out assigned tasks and taking responsibility for monitoring progress and reporting back to the therapy team.
- To attend meetings as appropriate as directed by the therapy team which may include multi-disciplinary team meetings.
- To actively participate in continued professional development activities, identify personal development plans and identify training needs. This may include reading professional publications.

Person Specification

Essential Criteria

Qualifications and Training

- Willingness to undertake NVQ Level II and any in service training appropriate to the role.
- Good literacy & numeracy skills.
- Excellent literacy & numeracy skills.
- Ability to use a computer including word processing skills and a variety of software programmes.

Experience

- Wide experience of supporting children/adults with PMLD, HI or autism
- Excellent interpersonal skills
- Excellent communication skills – both verbal and written
- Well-developed organisational and self-management skills.
- Excellent ICT skills
- Able to work independently and in a multi-disciplinary team.

Personal Qualities

- Ability to work collaboratively as part of a team, valuing all contributions from team members and leading where needed.
- Commitment to learn new skills and share with others.
- Commitment to undertake any training as required,
- Ability to adapt positively to changes in working practices.
- Ability to work under pressure and meet deadlines.
- An ability to cope with the emotional demands of the post.
- Self-aware and committed to personal and professional development.
- Willingness to learn and be guided by other staff.
- Positive, empathetic and enthusiastic attitude.
- Flexible and creative.
- Decisive and solution focused.
- Highly organised.
- Committed to equal opportunities for all and to promoting a positive image of people with complex needs.

Other Requirements

- Enhanced DBS Disclosure required following interview.
- Ability to travel between sites.
- Able to fulfil occupational health requirements for the role.

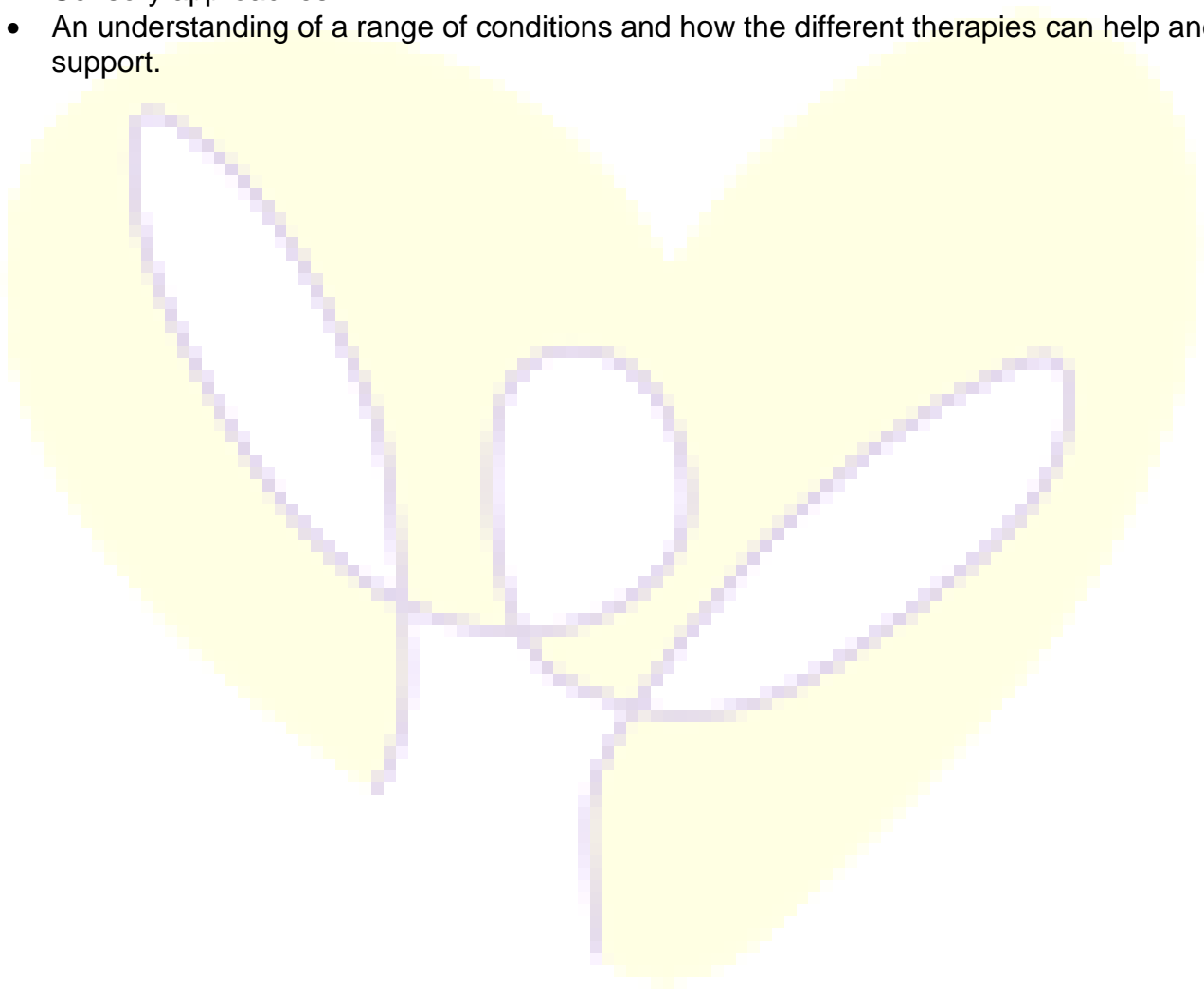
Desirable Criteria

Qualifications and Training

- Level 2 signing (BSL) or above
- NVQ II/III

Experience

- At least 3 years' experience of working with children/adults with PMLD, HI or autism.
- Person centred approaches.
- Sensory approaches.
- An understanding of a range of conditions and how the different therapies can help and support.



Organisational Standards

The Percy Hedley Foundation operates in a demanding and often changing environment. Members of staff must be flexible, adaptable, willing to face up to changing circumstances and new opportunities. The following list of duties and responsibilities must therefore be taken as a guide and is not to be comprehensive.

Professional Duties

- Participate in the review of the Foundations Policies, Procedures and Processes
- Participate in arrangements for the performance development review process
- Participate in arrangements for further training and professional development
- Keep up to date with changes or developments within your professional area
- Fully participate in the induction and training programme provided by the Percy Hedley Foundation
- Contribute to the professional development of other staff, including the induction of new staff.

Equality and Diversity

- Promote equality of access to education, training, and employment opportunities for disabled people, and advocate a positive attitude
- Recognise that disabled people are individuals who have specific needs
- Employ support strategies that will empower disabled people
- Show awareness of knowledge and display non-discriminatory behaviours at all times in relation to culture, race, ethnicity, disability, gender, sexuality, and age
- Recognise the importance of inclusion by using appropriate means of communication at all times
- Be flexible, trying to meet the changing needs of both disabled people and environment.

Discipline, Health and Safety

- Adhere to and promote Percy Hedley Foundation Health, Safety and Welfare policy at all times
- Purchase equipment from a recognised source
- Report all incidents and accidents to Health and Safety Officer
- Maintain a high standard of record keeping in line with Percy Hedley Foundation policies and procedures.

Safeguarding

- Safeguarding is everyone's responsibility.
- Percy Hedley Foundation have adopted recruitment and selection procedures, and other Human Resource Management processes, that help deter, reject, or identify people who might abuse vulnerable children/adults, or are otherwise unsuited to work with them.
- The Trustees/Governing Body are committed to promoting the welfare of children and young people/adults and staff are expected to ensure that the highest priority is given to following guidance and regulations to safeguard those in our care.

Confidentiality

- Respect confidentiality. All personal information about people using the foundations services to which you have access should be treated as confidential. Information about the people's needs, progress and assessment should only be shared with the team to aid support
- Remain objective and do not favour any gender, language or culture and comply with the Percy Hedley Foundation policy.

About Us

We are an ambitious, entrepreneurial, and innovative charitable business working in a person-centred way to meet the needs of people with disabilities and their families. We provide a range of high-quality services and seek out opportunities to inspire and support people with disabilities to achieve their ambitions. We believe that working together as one Foundation we achieve more than individual services would achieve alone. Our influence will be regional, national & international.

We are committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults. Applicants should be aware that the post will only be offered to successful candidates subject to an Enhanced DBS check as well as other employment clearances.



0191
266
5491



Station Road,
Forest Hall,
Newcastle
upon Tyne,
NE12 8YY



foundation
@percyhedley.org.uk



percy.
hedley